



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169



January 17, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVE SUBMISSION OF GRANT APPLICATION AND AUTHORIZE SHERIFF
TO ACCEPT GRANT AWARD FROM THE GOVERNOR'S OFFICE OF EMERGENCY
SERVICES FOR GRANT FUNDS UNDER THE
2005 PAUL COVERDELL FORENSIC SCIENCES IMPROVEMENT PROGRAM AND
APPROVE A REQUEST FOR APPROPRIATION ADJUSTMENT
(ALL DISTRICTS) (4 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Sheriff to submit a grant application on behalf of the Los Angeles County Sheriff's Department (Department), to the Governor's Office of Emergency Services (OES) for the noncompetitive grant amount of \$131,515 in Federal funding with no match required.
2. Instruct the Mayor of the Board of Supervisors to sign the attached Certification of Assurance of Compliance form (Attachment I).
3. Upon grant award notification, authorize the Sheriff of Los Angeles County, as an agent for the County, to sign and accept the forthcoming grant award amount of \$131,515 from OES to secure continued education and training programs for the Department's forensic scientists.
4. Approve a Fiscal Year 2005-06 Request for Appropriation Adjustment in the amount of \$72,000 to be offset with the funds awarded by OES.

A Tradition of Service

5. Authorize the Sheriff to execute all future amendments, modifications, extensions, and/or augmentations to said grant should such action(s) be required during the term of the forthcoming grant.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department has received a Request for Application (RFA) for the Coverdell Forensic Sciences Improvement Act. Upon submitting this application to OES, the Department will receive \$131,515 in grant funding. These funds, which are intended to support the Department's ongoing Paul Coverdell National Forensic Sciences Improvement Act (NFSIA) grant program, shall be utilized by the Department to secure continued education and training programs for the Department's full-time forensic scientists.

In complying with the objective of this funding opportunity, the allocation will be used to send members of the Department's forensics staff to educational and training seminars aimed at improving the quality, timeliness, and credibility of Departmental investigations and evidence examinations. In addition to these positive outcomes, the Department's forensic scientists will also be afforded the opportunity to learn modern, industry-specific skills and techniques which will allow for more efficient and effective investigations.

The curriculum of the educational and training seminars, to be participated in by the Department, will include both theoretical and practical components. These components will be established and developed by the California Attorney General's Forensic Science Task Force and the National Institute of Justice. These organizational characteristics of the seminars will ensure that the curriculum is valid and reliable and will assist the Department in maintaining its American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) accreditation.

Implementation of Strategic Plan Goals

The NFSIA grant program supports two goals within the County of Los Angeles' Strategic Plan. Specifically, with the support of this forthcoming funding source, the Department will realize the achievement of Goal #2: Workforce Excellence, as well as Goal #3: Organizational Effectiveness. With the grant funds being directed at educating and training the Department's forensic scientists, not only will the scientists be provided with valuable professional skills and techniques, but as a result, the Department will be afforded the opportunity to more efficiently and effectively complete forensic investigations.

FISCAL IMPACT/FINANCING

The NFSIA grant program will provide \$131,515 in federal grant funding to the Department. Under this program, the County is not required to contribute any matching funds. Partial funding for this program in the amount of \$72,000 will be included in the Department's Fiscal Year 2005-06 budget and the remaining \$59,600 will be included in the Department's Fiscal Year 2006-07 budget. The NFSIA grant offsets the total program costs; therefore, there is no impact to net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The funding cycle for this program will be effective for one year from January 1, 2006, through December 31, 2006. The application documents have been reviewed and approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Once the Department receives the aforementioned grant award, there will be no negative impact on the Department's current services and/or projects.

CONCLUSION

Upon approval by your Board, the Department requests that your Board please provide four (4) individually adopted copies of this action and one (1) executed original of the attached Certification of Assurance of Compliance to the Sheriff's Department. The Department's contacts for this requested Board action are Frank Williams, Assistant Director, at (323) 526-5251, or Jana Dillon, Grants Coordinator, at (323) 526-5359.

Sincerely,



LEROY D. BACA
SHERIFF

ATTACHMENT I

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (OES 656), which includes details regarding Equal Employment Opportunity Program (EEOP), Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, and Proof of Authority from City Council/Governing Board. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Award Agreement. In signing the Grant Award Face Sheet, the applicant formally notifies OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VI, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, Leroy D. Baca, Sheriff hereby certify that
(official authorized to sign grant award; same person as line 13 on Grant Award Face Sheet)

RECIPIENT: County of Los Angeles

IMPLEMENTING AGENCY: Los Angeles County Sheriff's Department

PROJECT TITLE: 2005 Paul Coverdell Forensic Sciences Improvement Program

is responsible for reviewing the *2004 Recipient Handbook*¹ and adhering to all of the Grant Award Agreement requirements (state and/or federal) as directed by OES including, but not limited to, the following areas:

I. Equal Employment Opportunity – (2004 Recipient Handbook, Section 2151)

It is the public policy of the State of California to promote equal employment opportunity by prohibiting discrimination or harassment in employment because of race, religious creed, color, national origin, ancestry, disability (mental and physical) including HIV and AIDS, medical condition (cancer and genetic characteristics), marital status, sex, sexual orientation, denial of family medical care leave, denial of pregnancy disability leave, or age (over 40). **OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Affirmative Action Officer: Darrell B. Bolin Jr.

Title: Lieutenant

Address: 4700 Ramona Boulevard, Monterey Park, CA 91754

Phone: (323) 526-5634

Email: dbbolin@lasd.org

II. Drug-Free Workplace Act of 1990 – (2004 Recipient Handbook, Section 2152)

The State of California requires that every person or organization awarded a grant or contract shall certify it will provide a drug free workplace.

III. California Environmental Quality Act (CEQA) – (2004 Recipient Handbook, Section 2153)

The State of California requires all OES-funded projects to obtain written certification that the project is not impacting the environment negatively.

¹The *2004 Recipient Handbook* can be obtained from www.oes.ca.gov by selecting "Plans and Publications, 2004 Recipient Handbook."

IV. Lobbying – (2004 Recipient Handbook, Section 2154)

OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

V. Debarment and Suspension – (2004 Recipient Handbook, Section 2155)
(This applies to federally funded grants only.)

OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VI. Proof of Authority from City Council/Governing Board

The above-named organization (applicant) accepts responsibility (with an original signature) for and will comply with the requirement to obtain written authorization from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Grant Award Agreement, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization (with an original signature) from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

All appropriate documentation must be maintained on file by the project and available for OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the recipient may be ineligible for award of any future grants if the OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Award Agreement [line 13 on Grant Award Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: _____



Authorized Official's Typed Name: Leroy D. Baca

Authorized Official's Title: Sheriff

Date Executed: _____

Federal ID Number: 95-6000927

Executed in the City/County of: County of Los Angeles

AUTHORIZED BY: (Not Applicable to State Agencies)

- City/County Financial Officer, or
- City Manager, or
- Governing Board Chair

Signature: _____

Typed Name: Michael D. Antonovich

Title: Mayor, County Board of Supervisors

APPROVED AS TO FORM
RAYMOND G. FORTNER, JR, County Counsel

BY _____


Deputy

Los Angeles County Chief Administrative Office
Grant Management Statement for Grants Exceeding \$100,000

Department: Los Angeles County Sheriff's Department

Grant Project Title and Description

2005 Paul Coverdell Forensic Sciences Improvement Program (Coverdell '05):

Under this grant program, the Department will use the grant award to support the ongoing Paul Coverdell National Forensic Sciences Improvement Act (NFSIA) grant program, utilized to secure continued education and training programs for the Department's full-time forensic scientists in the Scientific Services Bureau (SSB). This grant program will also fund the acquisition of supplies for the SSB.

Funding Agency

Office of Emergency Services (OES)

Program (Fed. Grant # /State Bill or Code #)

Grant Acceptance Deadline

N/A

Total Amount of Grant Funding: \$131,515 **County Match Requirements:** N/A **Grant Period:**

Begin Date: January 1, 2006 **End Date:** December 31, 2006

Number of Personnel Hired Under This Grant: 0 **Full Time:** 0 **Part Time:** 0

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program? Yes N/A No

Will all personnel hired for this program be placed on temporary ("N") items? Yes N/A No

Is the County obligated to continue this program after the grant expires? Yes No X

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes N/A No

b). Identify other revenue sources Yes N/A No

(Describe) _____

c). Eliminate or reduce, as appropriate, positions/program costs funded by the grant. Yes N/A No

Impact of additional personnel on existing space: N/A

Other requirements not mentioned above: N/A

Department Head Signature _____

Joe Baca

Date 12-23-05

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S
No. 770

DEPARTMENT OF

SHERIFF

DECEMBER 23, 2005

AUDITOR-CONTROLLER

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

(4 VOTES)

SOURCES

SHERIFF'S DEPT - GENERAL SUPPORT
REVENUE - FEDERAL - OTHER
A01 - SH - 15687 - 9001
\$72,000

USES

SHERIFF'S DEPT - GENERAL SUPPORT
SERVICES & SUPPLIES
A01 - SH - 15687 - 2000
\$72,000

JUSTIFICATION: FUNDS WILL BE UTILIZED BY THE SHERIFF'S DEPARTMENT TO SUPPORT THE DEPARTMENT'S ONGOING PAUL COVERDELL NATIONAL FORENSIC SCIENCES IMPROVEMENT ACT (NFSIA) GRANT PROGRAM. THIS WILL BE OFFSET BY FUNDS FROM THE OFFICE OF EMERGENCY MANAGEMENT SERVICES (OES).


CONRAD MEREDITH, DIRECTOR
ASD - FINANCIAL PROGRAMS

OK
THH
12/22/05

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR

ACTION

APPROVED AS REQUESTED

AS REVISED


RECOMMENDATION

January 3, 2006
19

CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER

BY


12-28 2005
19

APPROVED (AS REVISED)
BOARD OF SUPERVISORS

19

No. 219

BY

DEPUTY COUNTY CLERK

SEND 6 COPIES TO THE AUDITOR-CONTROLLER